

**NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION  
ROTATIONAL ASSIGNMENT PROGRAM OPPORTUNITY**

**Occupational Category:**

Managerial   X   Technical        Analytical       

Administrative        Clerical/Support        Other       

**Level of Responsibility:** GS 13-14, Pay Band ZP-4

**Duration:** 3 months   X   6 months        Other       

**Timeframe:** 1<sup>st</sup> quarter        2<sup>nd</sup> quarter        3<sup>rd</sup> quarter   X   4<sup>th</sup> quarter       

**Title of Assignment:** Comprehensive Large Array-data Stewardship System (CLASS) Project Management Assistant

**Assignment Objective:**

The Comprehensive Large Array-data Stewardship System (CLASS) is an archiving and access activity focused on improving the stewardship of NOAA environmental data and information, making it easily accessible to the world science community and to other users in an efficient, secure, cost-effective manner. The heart of CLASS will be upgraded communications capabilities; increased computer storage and power; the use of commercially available, modular hardware and software; and expansion of World Wide Web access to the data and information through new or enhanced database management, search, order, browse, and sub-setting techniques.

The CLASS project is considered to be a Construction-Work-In –Progress (CWIP). As such, there are specific NOAA policies and procedures governing the accounting standards for identifying, documenting, reporting, and monitoring this CWIP project's costs. The objective of this Rotational Assignment will be to assist the CLASS project manager in developing a clear CWIP tracking mechanism necessary for the proper management of this multi-million dollar project.

**Description of Tasks:**

Incumbent will:

- review all CLASS-related expenditures to date
- identify any gaps in the required CWIP documentation
- develop a plan for closing the identified gaps

- coordinate with each of the CLASS development team focal points to obtain all necessary documentation
- deliver complete CWIP documentation package valid through the fiscal year quarter preceding the rotational assignment work period

**Special Requirements and Selection Criteria:**

Familiarity with OMB, DOC, and NOAA budget processes; Construction Work In Progress (CWIP) requirements; Word, Excel, PowerPoint, and Project  
Selection may be limited to the local commuting area dependent on the availability of funding.

**NOAA Line/Staff Office:** National Environmental Satellite, Data, and Information Service (NESDIS), Office of the Chief Information Officer (Silver Spring, MD)

**Point of Contact:** David Vercelli, (301) 713-9233 X149

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**Occupational Category:**

Managerial   X        Technical             Analytical         
Administrative             Clerical/Support             Other       

**Level of Responsibility:** GS 14/Pay Band ZA or ZP IV

**Duration:**      3 months             6 months   X        Other       

**Timeframe:** 1<sup>st</sup> quarter             2<sup>nd</sup> quarter             3<sup>rd</sup> quarter   X        4<sup>th</sup> quarter       

**Title of Assignment:** Special Assistant to the Deputy Director

**Assignment Objective:** To help National Ice Center (NIC) better understand and exploit the NOAA budget process. Assist NIC in obtaining funding from NASA, NSF, Navy or any other areas to enhance the NIC capabilities.

The NIC is a tri-agency organization sponsored by the Navy, NOAA (National Oceanic and Atmospheric Organization) and Coast Guard.

The detailee will have the opportunity to learn about how an interagency truly works, to work with Navy personnel on a daily basis and to understand an interagency budget process.

**Description of Tasks:**

- Understand the current NIC budget
- Research available funding opportunities within NOAA, NASA, Navy, NSF or other organizations with particular focus on funding for acquisition of Synthetic Aperture Radar (SAR) data and for transition of research to operations

**Special Requirements and Selection Criteria:**

- At least three years experience with management work at the GS-14 or Band IV level
- Knowledge of and experience with government budgeting systems
- Selection may be limited to local commuting area dependent on the availability of funding.

**NOAA Line/Staff Office:** National Environmental Satellite, Data, and Information Service (NESDIS)/Office of Satellite Data Processing & Distribution (OSDPD)/National Ice Center (Suitland, Maryland)

**Point of Contact:** Cheryl Bertoia 301-394-3005, [cheryl.bertoia@noaa.gov](mailto:cheryl.bertoia@noaa.gov)

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